

DEPARTMENT OF BENEFIT PAYMENTS

744 P Street
Sacramento, CA 95814



August 9, 1974

ALL-COUNTY LETTER NO. 74-152

TO: ALL COUNTY WELFARE DEPARTMENTS

SUBJECT: REVISION OF THE ABCD 253, REPORT ON REASONS FOR DISCONTINUANCE
OF CASH GRANT, AND CHANGE IN FREQUENCY OF REPORTING
REFERENCE:

The ABCD 253 (6/72), Report on Reasons for Discontinuance of Cash Grant has been revised into the ABCD 253 (10/74), AFDC-Family Groups and Unemployed Report on Reasons for Discontinuance of Cash Grant and will be effective October 1, 1974. Attached are copies of the revised form, instructions, and a recap of code changes. The report is to be sent in monthly instead of quarterly.

The form has been revised for three reasons: (1) to discontinue reporting Adult Aids; (2) to obtain information needed to satisfy recent changes in Federal report requirements; and (3) to obtain information on discontinuances related to the Monthly AFDC Eligibility and Income Report, WR-7. The revised form will now be used only for the Family Groups and Unemployed segments of the AFDC program. As few of the old codes as possible have been changed. Therefore, in certain cases where new data items have been included on the form, their codes will be out of numeric order. Part B of the old form has been deleted from the revised form.

The first monthly report on the revised form will be for the report month of October 1974. The first report will be due November 19, 1974. A small supply of the form will be sent in time for the first reports. The forms should then be ordered through regular channels. Questions should be directed to the Program Information Bureau at (916) 322-2230 or (ATSS) 492-2230.

Sincerely,

A handwritten signature in cursive script, reading "Dennis O. Flatt".

DENNIS O. FLATT
Deputy Director
Welfare Program Operations

Attachments

cc: CWDA

GEN 654 (2/74)

26-218

INSTRUCTIONS FOR COMPLETING
AFDC - FAMILY GROUPS AND UNEMPLOYED
REASONS FOR DISCONTINUANCE REPORT
ABCD 253
(Effective October 1, 1974)

26-218

26-218.01 CONTENT

26-218.01

This report provides monthly data on cash grant cases terminated from the AFDC-FG and AFDC-U segments of the AFDC program, classified by primary reason for discontinuing aid.

26-218.02 PURPOSE

26-218.02

The purpose of this report is to provide data on discontinued cash grant cases for analysis of caseload trends and changes, statewide and by county. Data on cases being closed reflects the result of casework and administrative policies and practices, of recipient training and education, and of economic, social and other conditions which influence dependency.

26-218.03 DISTRIBUTION OF REPORTED INFORMATION

26-218.03

Information gathered in this report is compiled for use in reporting to the U.S. Department of Health, Education and Welfare.

26-218.04 DUE DATE

26-218.04

Reports are due in Sacramento not later than the 12th working day of the month following the end of each calendar month. Mail to:

Department of Benefit Payments
Program Information Bureau
744 P Street, Mail Station 12-81
Sacramento, California 95814

26-218.10 INSTRUCTIONS

26-218.10

When a cash grant case is discontinued, the primary reason for discontinuance is to be reported on Form ABCD 253 (10/74). One form covering the two segments of the AFDC program is to be submitted each month.

Reasons for discontinuance have been divided into two major categories:

- (1) those reasons associated with the financial eligibility of a case; and
- (2) those reasons associated with eligibility factors other than financial ones. In those cases where more than one reason for discontinuance is involved, the case will be counted under the reason having the greatest effect in the closing of the case. If a case seems equally balanced between a financial and a nonfinancial reason for discontinuance, it is to be reported under the financial reason for discontinuance. The usefulness of the reported data is dependent upon careful identification of the reason for discontinuance in each case.

A. Total cases discontinued - Enter total discontinuances. This item must equal the sum of items 1 through 5, and must equal the monthly total of Item 9 on Form CA 237 FG/U.

1. Death, Code 01 - Enter number of cases discontinued due to death of eligible child.

2. No longer eligible for financial reasons, Codes 05 through 39:

a. Change in income or resources:

1) Employment or increased earnings of person in home:

Father, Code 05 - Enter number of AFDC cases discontinued due to employment or increased earnings of father, including self-employment. Do not include stepfather cases; report these cases under Code 08.

Mother, Code 06 - Enter number of AFDC cases discontinued due to employment or increased earnings of mother, including self-employment.

Child, Code 07 - Enter number of AFDC cases discontinued due to employment or increased earnings of eligible child over 14, attending school less than full time and employed full time (EAS Section 44-111.24), including self-employment.

Stepfather, Code 08 - Enter number of AFDC cases discontinued due to employment or increased earnings of stepfather.

Other person in home, Code 09 - Enter number of discontinuances due to employment or increased earnings of person in the home other than listed in Codes 05 through 08.

2) Receipt of or increase in support as result of:

Absent parent's return, Code 17 - Enter number of AFDC cases discontinued because absent parent has reunited with family and assumed support.

Remarriage of parent, Code 18 - Enter number of AFDC cases discontinued because marriage of an unmarried mother or remarriage of a parent is accompanied by receipt of or increase in support.

3) Receipt of or increase in support from person outside home:

Absent father, Code 19 - Enter number of cases discontinued due to increases in amount of support from absent father.

Other person outside home, Code 21 - Enter number of discontinuances due to increase in amount of support from any person outside the home other than an absent father.

4) Receipt of or increase in cash benefits or pensions under:

OASDI, Code 22

Veterans Benefits, Code 24 - Discontinuances due to receipt of or increase in benefits arising from recipients or relative's past service in the Armed Forces, e.g., Disability Compensation, Dependency and Indemnity Compensation, etc.

Other Federal Program, Code 23

Including:

Railroad Retirement Benefits

Military pensions

Manpower Development and Training Act - Discontinuances due to funds received under MDTA. See Section 44-111.33 for definition.

Unemployment or Disability Insurance Benefits, Code 27Other state or local program, Code 28Nongovernmental program, Code 29

5) Other change in income or resources:

Income, Code 32

Including:

Monthly income from real or personal property.

Recurring lump-sum income - Discontinuances due to receipt of recurring lump-sum payments as defined in Section 44-101.7.

Other income - Discontinuances due to an increase in income not listed in Codes 05 through 29.

Propertya) Real property, Code 33

Including:

Increased real property holdings - Discontinuances due to increased real property holdings sufficient to cause the net assessed value of total real property to exceed that permitted by law for the program.

Increased assessment of real property - Discontinuances due to an increase in assessed value of real property without an increase in holdings.

b) Personal property, Code 34

Increased personal property holdings - Discontinuances due to increased personal property holdings sufficient to cause the market value of personal property to exceed that permitted by law for the program.

b. No change in income or resources:

1) Change in need, Codes 36 and 37

Change in state law or agency policy relating to determination of need, Code 36.

Decreased need, Code 37 - If decreased need is due to death of eligible child, Code 01 takes priority.

2) Financial reasons (without a change in income or resources) not listed in Codes 36 and 37, Code 39 - Enter applicable number of discontinuances.

3. No longer eligible for other than financial reasons:

a. Parent no longer incapacitated, Code 40

b. Became resident of public institution, Code 44

Including:

Public TB or mental hospital or ward - Discontinuances due to recipient entering a public mental hospital or ward with a diagnosis of psychosis.

County infirmary (custodial care) - Discontinuances due to recipient entering county infirmary or hospital for shelter maintenance or custodial care only.

Other public institution - Discontinued due to eligible child becoming a resident of other public institution such as county jail, prison, detention home, etc.

c. Parent returned home or remarried, Code 45

Including:

Absent parent's return - Cases discontinued because absent parent reunited with family. Enter only those cases where returned parent did not assume support. Cases discontinued due to absent parent's return with assumption of family support are counted under Code 17.

Remarriage - Cases discontinued due to marriage or remarriage of natural or adoptive parents of the child(ren) to each other.

- d. Change in law or agency policy relating to eligibility for other than financial reasons, Code 46.
 - e. No longer an eligible child in the home, Code 47 - Enter number of AFDC cases discontinued because eligible child has left home or lost eligibility based on age or school attendance. (Code 01 takes priority.)
 - f. Loss of legal residence, Code 48
 - g. Nonfinancial reasons not listed in Codes 40 - 48, Code 49 - Enter applicable number of discontinuances.
4. Refused to comply with procedural requirements:
- a. Refused to comply with property utilization requirements, Code 50 - Enter number of discontinuances due to recipient's refusal to utilize real property holdings.
 - b. Refusal to comply with responsible relative provisions, Code 51 - Enter number of discontinuances due to recipient's refusal to comply with responsible relative provisions of Chapter 43-100.
 - c. Refused to register with the Employment Development Department for employment, manpower services, or training, Code 70.
 - d. Refused to participate in WIN, Code 52 - Enter number of cases discontinued for refusal to accept employment or training under the WIN program.
 - e. Refused to seek work in a program other than WIN, Code 53
 - f. Refused to accept suitable employment other than under WIN program:
 - 1) Employment Development Department referral, Code 54
 - 2) Other source of employment offer, Code 55
 - g. Refused to accept or complete training or education other than under WIN program, Code 56
 - h. Refused to participate in CWEP, Code 58
 - i. Refused to provide WR 7 related information, Code 60

Enter total cases discontinued during the month because the requirements of the monthly AFDC income and eligibility report (WR 7) were not met; i.e., not returning the form, not correctly or completely filling out the form, or not reporting in person to the county welfare department as required to complete WR 7.

- j. Refused to provide essential information (non WR 7 related), Code 61

Enter the cases discontinued due to refusal to provide essential information in matters other than those related to the monthly AFDC income and eligibility report (WR 7).

- k. Refused to appear for appointment scheduled with county welfare department, Code 62 - Applies to meeting requirements other than WR 7 related meeting requirements.

- l. Refused to comply with procedural requirement not listed in Codes 50 - 70, Code 59 - Enter applicable number of discontinuances.

5. Other reasons for discontinuances:

- a. To be used only on instructions from Department of Benefit Payments:

1) Code 90

2) Code 91

3) Code 92

- b. Transferred to another program segment:

1) AFDC-FG, Code 93

2) AFDC-U, Code 94

3) AFDC-BHI, Code 95

- c. Transferred to another county, Code 96

- d. Discontinued at recipient's request; no other reason given, Code 97

- e. Whereabouts unknown, Code 98

- f. Discontinuances for reasons other than those listed in Codes 01 - 98, Code 99 - Enter number of discontinuances for reasons not listed in Codes 01 through 98. If entry equals more than five percent of total discontinuances, list by reason for action on separate sheet.

Fill in the information requested at the top and bottom of the report form and show the figures required for each item. Zero entries need not be made.

Recap of Code Changes for
AFDC - Family Groups and Unemployed
Report on Reasons for Discontinuances

ABCD 253

<u>ABCD 253 (6/72)</u>	<u>ABCD 253 (10/74)</u>
03	Deleted
04	Deleted
20	Deleted
None	24
35	33 & 34
38	Deleted
None	70
57	60 & 61
None	62
90, 91 & 92	Old definition deleted - codes now for special use only

All existing codes not listed in ABCD 253 (6/72) column remain the same.

Send one copy to:

DEPARTMENT OF BENEFIT PAYMENTS
PROGRAM INFORMATION BUREAU
744 P STREET, MAIL STATION 12-81
SACRAMENTO, CALIFORNIA 95814

COUNTY

FOR MONTH ENDING (MONTH, DAY, YEAR)

AFDC

FG

U

AFDC - FAMILY GROUPS AND UNEMPLOYED
REPORT ON REASONS FOR DISCONTINUANCE OF CASH GRANT

ITEM	
Total cases discontinued (same as monthly total of Item 9, Form 237)	
Reasons for discontinuance:	
1. Death (01)	
2. No longer eligible for financial reasons:	
a. Change in income or resources:	
1) Employment or increased earnings of person in home:	
Father (05)	
Mother (06)	
Child (07)	
Stepfather (08)	
Other person in home. (09)	
2) Receipt of or increase in support as result of:	
Absent parent's return (17)	
Remarriage of parent. (18)	
3) Receipt of or increase in support from person outside home:	
Absent father (19)	
Other person outside home (21)	
4) Receipt of or increase in cash benefits or pensions under:	
OASDI (22)	
Veteran's Benefits. (24)	
Other federal program (23)	
Unemployment or disability insurance benefit (27)	
Other state or local program. (28)	
Nongovernmental program. (29)	
5) Other change in income or resources:	
Income. (32)	
Property:	
a) Real (33)	
b) Personal (34)	
b. No change in income or resources	
1) Change in need:	
Change in state law or agency policy relating to determination of need . (36)	
Decreased need (37)	
2) Financial reasons (without a change in income or resources) not listed in Codes 36 and 37 (39)	
3. No longer eligible for other than financial reasons:	
a. Parent no longer incapacitated (40)	
b. Became resident of public institution (44)	
c. Parent returned to home or remarried (45)	
d. Change in law or agency policy. (46)	
e. No longer an eligible child in home (47)	
f. Loss of legal residence (48)	
g. Nonfinancial reasons not listed in Codes 40 through 48 (49)	

ITEM		REPORT PREPARED BY	TELEPHONE	DATE PREPARED
AFDC	FG			
	U			
<p>4. Refused to comply with procedural requirements:</p> <p>a. Refused to comply with property utilization requirements. (50)</p> <p>b. Refused to comply with responsible relative provisions (51)</p> <p>c. Refused to register with the Employment Development Department for employment, manpower services, or training (70)</p> <p>d. Refused to participate in WIN (52)</p> <p>e. Refused to seek work in a program other than WIN. (53)</p> <p>f. Refused to accept suitable employment other than under WIN program:</p> <p>1) Employment Development Department referral (54)</p> <p>2) Other source of employment offer (55)</p> <p>g. Refused to accept or complete training or education other than under WIN program (56)</p> <p>h. Refused to participate in CWP (58)</p> <p>i. Refused to provide WR 7 related information (60)</p> <p>j. Refused to provide essential information (non-WR 7 related) (61)</p> <p>k. Refused to appear for appointment scheduled with county welfare department(62)</p> <p>l. Refused to comply with procedural requirement not listed in Codes 50 through 70. (59)</p> <p>5. Other reasons for discontinuance:</p> <p>a. To be used only on instructions from Department of Benefit Payments:</p> <p>1) (90)</p> <p>2) (91)</p> <p>3) (92)</p> <p>b. Transferred to another program segment:</p> <p>1) AFDC-FG (93)</p> <p>2) AFDC-U. (94)</p> <p>3) AFDC-BHI. (95)</p> <p>c. Transferred to another county (96)</p> <p>d. Discontinued at recipient's request (97)</p> <p>e. Whereabouts unknown (98)</p> <p>f. Discontinuances for reasons other than those listed in Codes 01-98. (99)</p>				